

Laffoon, Susan

From: Laffoon, Susan
Sent: Thursday, June 06, 2002 10:04 AM
To: Callicutt, Charlene; Will, Nancy
Cc: Counts, Mary Ellen; Podraza, Ken F.
Subject: RE:

Nancy,

We must keep the 2002 MA samples on site, because we will test 'pH' in smoke from some of them. 2001 and older should be counted (estimated) and labeled and sent to Coffey Rd cold storage. Please make sure that they are documented in the cold storage log book as sent to Coffey Rd. Talk to Danielle Curtis... she's very familiar with the process.

Susan Laffoon
(4-2426)

-----Original Message-----

From: Callicutt, Charlene
Sent: Thursday, June 06, 2002 8:33 AM
To: Will, Nancy
Cc: Laffoon, Susan; Counts, Mary Ellen; Podraza, Ken F.
Subject: RE:

Nancy,

I spoke with Mary Ellen about the MA samples and we do have to keep them. She said the plan is to keep the current year on-site and move the older samples to an off-site cold storage location. Susan Laffoon is handling this and will be able to provide you with more details.

Thanks,

Charlene H. Callicutt
Product Regulatory Compliance
(804) 274-7853

-----Original Message-----

From: Will, Nancy
Sent: Thursday, June 06, 2002 8:23 AM
To: Podraza, Ken F.; Callicutt, Charlene
Subject:

We are in the process of cleaning out cold storage we have case of cigarettes from 1999, 2002 and 2001 MA Testing also there are some boxes marked Dr. Rickert's save for Ken. Can we get rid of these?

Thanks
Nancy Will